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# Macleans College Board

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## MINUTES

### Meeting held at 5.30pm, Tuesday 17 February 2026 Boardroom

**1 WELCOME from the Principal**

Meeting commenced 5.35pm

**2 ELECTION OF PRESIDING MEMBER**

Richard Spong nominated Richard Wilkie, seconded by John Ling.

Richard Wilkie accepted the nomination.

As there were no further nominations, Richard Wilkie is declared Presiding Member for 2026.

The Presiding Member thanked John Ling, Rosa Chow and AJ Motors for celebratory Chinese New Year envelopes with small gifts inside – to be distributed to all staff on Wednesday, 18 February.

**IN-ATTENDANCE**

*Richard Wilkie*

*Steven Hargreaves*

*Anson Lin*

*Joanna Chui*

*Nathan Rao*

*Jocelyn Cameron*

*John Ling*

*Katrina Bungard*

*Richard Spong*

*Paul Crowhurst*

*Lizzie Simpson (Board Secretary)*

*Gené Cilliers (Accounts Manager)*

**3 APOLOGIES**

Patrick Lau – Business Manager

**4 CONFLICT OF INTEREST**

NIL

**5 CODE OF CONDUCT**

All Board members are in receipt of the NZSTA Code of Conduct.

**6 CONFIRMATION OF MINUTES**

The Minutes of the Meeting of the Board held on Tuesday, 9 December 2025

THAT THE MINUTES OF THE MEETING HELD ON TUESDAY 9 DECEMBER 2025 BE CONFIRMED

**Wilkie/Cameron**

**Carried**

**7 MATTERS ARISING OUT OF MINUTES**

Nil

## 8 CORRESPONDENCE

Inwards Correspondence to be received and Outwards Correspondence to be confirmed.

THAT INWARDS CORRESPONDENCE BE RECEIVED AND OUTWARDS CORRESPONDENCE BE CONFIRMED FOR THE PERIOD 4 DECEMBER 2025 TO 11 FEBRUARY 2026

Wilkie/Lin  
*Carried*

## 9 PRINCIPAL'S REPORT (to be taken as read)

THAT THE PRINCIPAL'S REPORT BE ADOPTED

Hargreaves/Ling  
*Carried*

THE STEPPED ATTENDANCE RESPONSE (STAR) PROGRAMME IS RATIFIED

Hargreaves/Ling  
*Carried*

## 10 STUDENT'S BOARD REPORT

THAT THE STUDENT'S BOARD REPORT BE ADOPTED

Rao/Lin  
*Carried*

## 11 COMMITTEE REPORTS

Finance (to be taken as read)  
*See In-committee*

THAT THE BOARD APPROVES THE FINANCE REPORTS FOR NOVEMBER AND DECEMBER 2025

Spong/Ling  
*Carried*

## 12 GENERAL BUSINESS

**Meeting dates for remainder of 2026 (all commencing at 5.30pm):**

Tuesdays:

24 March

*(no April meeting)*

5 May

16 June

*(no July meeting)*

11 August

15 September

*(no October meeting)*

3 November

8 December – with dinner to follow

All-staff breakfast – 7.30am, Wednesday 4 March, staffroom

Scholars’ assembly – 9.00am, Friday 6 March, gymnasium

Nathan Rao asked what the complaints process is – was informed the policy is on Schooldocs

**13 IN-COMMITTEE BUSINESS**

THAT THE MEETING MOVE INTO COMMITTEE, THAT PURSUANT TO SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987, THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING TO GIVE CONFIDENTIALITY TO AND TO PROTECT THE PRIVACY OF INDIVIDUALS CONCERNED AS FOLLOWS:

- i) Finance
- ii) Confirmation of In-committee Minutes of meeting held on Tuesday, 9 December 2025
- iii) Matters arising from the In-committee Minutes of meeting held on Tuesday, 9 December 2025
- iv) In-committee Correspondence for period 4 December 2025 to 11 February 2026
- v) Discipline report
- vi) Personnel
- vii) Property
- viii) Teaching & Learning
- ix) Bank signatories
- x) Schedule of Delegated Authority
- xi) General business

Meeting closed 7.40pm

Next meeting: 5.30pm, Tuesday 24 March 2026

Signed  ..... Presiding Member

Date: 24/3/26 .....